

**Arkansas Board of Registration
For Professional Engineers & Land Surveyors**
PO Box 3750
Little Rock, AR 72203-3750
Telephone: 501-682-2824 Fax: 501-682-2827
www.arkansas.gov/pels

2008 Renewal Notice for Certificate of Authorization (COA)

Board Use Only

Date Rec'd: _____

CA/MO/CC/TC/CS CK/PC # _____

\$50.00

\$75.00

\$100.00

Certificate of Authorization (COA) Renewal Fee:

\$50.00 – if postmarked prior to Dec. 31, 2007

You must complete this form, and return with payment postmarked to PE & PLS Fund no later than December 31, 2007. Please write your COA number on your check or money order.

COA fees if postmarked after January 1, 2008

The fee includes renewal and late penalty

\$75.00 – January 1, 2008 to February 28, 2008

\$100.00 – March 1, 2008 to June 30, 2008

Please visit the online roster on our website to review the status of your renewal. As renewals are processed the renewal year will change to "2008". You may also verify your firm information and mailing address.

Change of Mailing Address

Same as shown (with zip +4)

Change: _____

Daytime phone: _____ Fax: _____

E-mail address: _____

Your COA will not be renewed until we have verified that at least one of the PE's and/or one of the PS's listed below have renewed their Arkansas registration for the current year.

If your firm offers Professional Engineering services, list all employees who are currently registered and in good standing as Professional Engineers in the State of Arkansas and who shall be in responsible charge of the practice of engineering in this State by said corporation, partnership or firm (you may attach a separate sheet if more space is needed).

Name	Title	PE Reg. No.	Exp. Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If your firm offers Professional Surveying services, list all employees who are currently registered and in good standing as Professional Surveyors in the State of Arkansas and who shall be in responsible charge of the practice of surveying in this State by said corporation, partnership or firm (you may attach a separate sheet if more space is needed).

Name	Title	PS Reg. No.	Exp. Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Additional changes other than the mailing, telephone or fax information, will require an additional amendment to your COA. Please download the application from the "Engineer Information and Forms" section of our website and submit an amendment for your COA with this renewal notice and your renewal fee.

Return this notice with your check/money order made payable to "PE & PLS Fund" and mail to the address listed above. A pocket card will be mailed to your firm after registrant(s) have been verified as registered and in good standing and the renewal fee is processed. Please check www.arkansas.gov/pels to check the status of your renewal, as renewals are processed, the renewal year will change to "2008".